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EYES ONLY

DD/S 70-0786

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24 FEB 1970

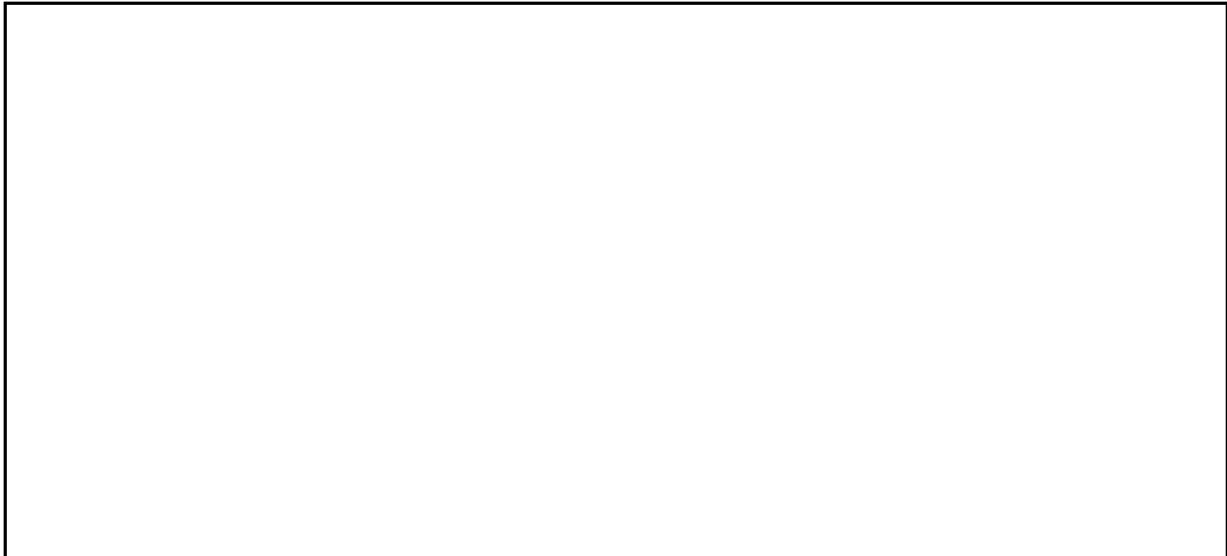
MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Personnel Reductions, FY 1970 and FY 1971

REFERENCES : (a) Memo dtd 13 Feb 70 to DD/S fm D/L, same subject

(b) Memo dtd 19 Dec 69 to All DD/S Office Heads fm DD/S, same subject

1. This memorandum is for your information only.
2. In accordance with reference (b) the projected monthend personnel strengths for the Office of Logistics are listed below:



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SUBJECT: Personnel Reductions, FY 1970 and FY 1971

3. All the assumptions that are involved at the above month-by-month strength projections have been previously made known to you in our memorandum dated 13 February 1970.

4. Several specific comments, based on our continuing study of this problem, are in order. We are now projecting, as of 30 June 1971, a surplus

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[Redacted]

5. With respect to the anticipated surplus of [Redacted] people, we are still not in a position to identify as yet the functions such people are performing. We now possess knowledge that it will not be possible to contract for typewriter maintenance. Accordingly, we must again try to identify another function which possibly could be performed under contract, or by [Redacted] in order to ease the strain on the overall reduction.

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[Redacted]

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John F. Blake
Director of Logistics

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Next 1 Page(s) In Document Exempt

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18-00000

MEMORANDUM FOR: Deputy Director for Support

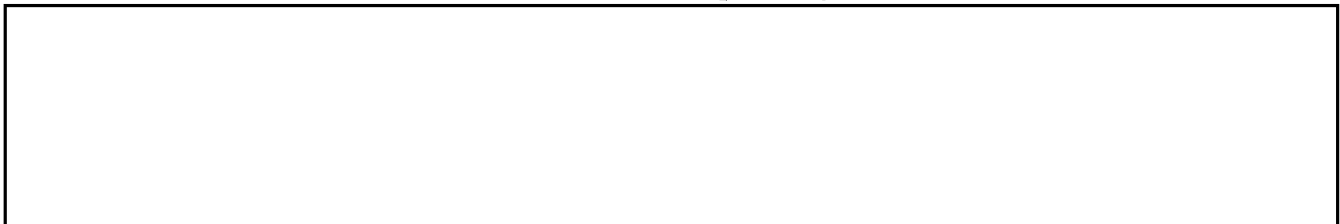
SUBJECT : Personnel Reductions, FY 1970 and FY 1971

REFERENCE : Memo dtd 19 Dec 69 to All DD/S Office Heads
fm DD/S, same subject

1. This memorandum is for your information only.
2. We are unhappily aware that the Office of Logistics possesses the most disturbing quantitative personnel situation in the Support Services. Because our personnel situation is currently as complex as it is, it has been, and continues to be, difficult to respond to the referenced memorandum. We appreciate the delay afforded us and, even with this submission, we are taking the liberty to deviate somewhat from the precise information that was requested. The reasons for our overstrength are relatively well known and will not be repeated here, as also we will not describe the very complex problem we are about to face in complying with the 11 February 1970 memorandum from the Executive Director-Comptroller concerning "Personnel Ceilings for FY 1970 and FY 1971." We will shortly furnish you a separate communication on matters pertaining to the contents of the Executive Director-Comptroller memorandum.
3. In lieu of presenting you with a month-by-month strength projection, from this date until 30 June 1971, I would prefer to take another approach and hope it will still meet your needs. I will now commit myself that, on 30 June 1970, this Office will not have on duty more people than it is then authorized, i.e., There are differing reasons that I would like to avoid, at this time, the month-by-month projected forecast for the balance of FY 1970 and then for the totality of FY 1971.
4. As it pertains to the balance of FY 1970, the following facts rather preclude, at this time, a firm month-by-month forecast up until June 1970. We believe we have a

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SUBJECT: Personnel Reductions, FY 1970 and FY 1971

couriers, chauffeurs, depot working personnel, various clerical categories, etc. Some of the above-listed possible losses will also vacate some of these "service"-type positions. While we do not propose to fill all existing or to be created "service"-type vacancies, it is absolutely mandatory that we bring aboard some new "service" personnel in order to maintain some kind of an acceptable personnel mixture to even approach discharging our Agency-wide responsibilities. However, and even in the face of the problem described, we reiterate our commitment to have no more than people on board on 30 June.

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25X1 5. I must in frankness tell you, however, that we will shortly after 30 June 1970 exceed people, as our overseas returnees commence reporting to us for duty. It appears rather pointless, at this time, to endeavor to approach this problem statistically until we acquire some additional facts. For example, we do not, as yet, have any measurable input as to the impact of the recently offered discontinued service retirement policy change. Likewise, we do not, as yet, have knowledge as to the number of Logistics Career Service positions which other Operating Components intend to abolish in FY 1970 or FY 1971. We also are pursuing, at this time, the feasibility of having certain functions now performed by staff personnel taken over by contracting for the service with an industrial entity. When the type of information here raised is acquired, I believe we will then be in a more intelligent position to endeavor to make month-by-month forecasts in FY 1971.

ILLEGIB


John F. Blake
Director of Logistics

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DD/S 69-5674

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training


Chief, Support Services Staff

SUBJECT : Personnel Reductions FY 1970 and 1971


1. The Executive Director has established a personnel reduction target for FY 1970 for the Support Directorate and will soon assign a FY 1971 target. The recently established Support Resources Allocation Board is assisting in assigning Office targets. As soon as this effort is complete, we ask that you submit to the DDS your plan for meeting these targets by providing the estimated on-duty strength for your Office by month for the period January 1970 thru June 1971.

2. We shall use this planned reduction schedule to monitor monthly progress toward the targets so that problems can be anticipated and dealt with while corrective action is still possible. Your schedule of monthly on-duty target figures reflecting compliance with the levels finally established should be submitted to the A/DDS by 1 February 1970.



ILLEGIB

/s/ R. L. Bannerman
Deputy Director
for Support

DC/PS-DD/S:SWR:mjk,  (18 Dec 69)

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